Secta. II-87—100,000—23-5-38.

Ed P.H (195/48) Department

MS SERIES.

G.O. No. 2336 P. H

Dated 8—④—48

[Despatch Abstract.]

Powers - Municipal Councils- Buildings application Register- Revision- Orders caused.

Local Adminstration DEPARTMENT.

From K.M. Unnithan Esq., I.C.S.,
Designation: Inspector of Ml. Cls. & Local Boards.
Station: Madras-1-

To
The Secretary to Government.
Education and Public Health Department,
Madras.

D.Dis. No. 19555-47, dated 2.4.48.

Sir,

Sub:.Office procedure- Building ap.....
register- Addition of new columns.
Ref:- Government Memo. 61646-F2-47-2 P.H.
dated 19.9.47.

...

I suggest the opening up of five more columns to the existing building application register which will obviate the necessity of registering applications in the periodical Registers and then transfering them to the Building application register.

Sd.
for Inspector.

APPENDIX.

Serial No.	Current No. and Date of receipt.	Name and address of appli- cat.	Door No. or T.S.No. Name of Ward and street or peramba.	Nature of construc- tion or improve- ment.	Date of submis- sion by clerk.	Reference issuedto whom with date.
(1)	(2)	(3)	(4)	(5)	(6)	(7)

Reply or Reference received from whom with No. and date.	Date of receipt	Licensee Number and Date	Period of Licence	Date of completion or occupa- tion.	If not com- pleted within the period allowed, No. and date of fresh licence issued.	Period of fresh licensee.
(8)	(9)	(10)	(11)	(12)	(13)	(14)

Property tax mutation number	Assessment Number.	Initials of the Executive Authority	If licence is refused grounds for refusal	If prosecuted for unlicenced construction of breach of condition of licence, refe. rence to the register of prosecution.	Nature of dis- posal with date.
(15)	(16)	(17)	(18)	(19)	(20)

True Copy.

GOVERNMENT OF MADRAS.
Abstract.

Forms- Municipal Councils- Building Applications register- Revision- Orders passed.

Education and Public Health Department.
G.O. No. 2336, Dated 8-7-1948.

...

READ:
From the Inspector of Municipal Councils and Local Boards ROC. No. 19555-47- B4 dated 15-7-47.
Government Memo. No. 61646 F2/47-2 P.H. Dated 19-9-47.
From the Inspector of Municipal Councils and Local Boards D.Dis No. 19555-47 dated 2-4-48.
From the Examiner of LpF. Accounts L.P. 1793 dated 26.5.48.

ORDER:

Applications received in Municipal offices for the construction of buildings, for repairs to buildings etc. are in the first instance entered in the Personal Register and closed in the Personal Register as R.F. 54 with orders granting or refusing licence. Applications on which licences are granted are taken to the Building Application Register; further action being watched with reference to this register only. A suggestion has been made that, if certain columns are added to the Building Application Register itself, building applications need not be entered in the personal Register in the first instance and then trasferred to the Building Application Register and that the entire progress of the action taken can be watched through the Building Application Register itself and finally RF disposals given to the files. The Government accept this suggestion and direct that the new form appended to this order be substituted for the existing form prescribed in appendix A to G.O. 1737, L.A. dated the 26th June 1941.

(By order of His Excellency the Governor).

Sd.
Secretary to Government.

To the Inspector of Local s and Municipal Councils;
To the Examiner of Local Fund Accounts.
Executive authorities of all Municipal Councils Thro' Chairman.
To all Collectors.(Except the Collector of Madras).

True Copy.

Superintendent,
Madras Record Office.

MG.